

# Homestead Township Regular Board Meeting

11508 Honor Highway, Honor, MI 49640 - 231-325-6772 - [www.homesteadtp.org](http://www.homesteadtp.org)

October 4, 2021 6:00 PM

**CALL TO ORDER** – Supervisor Cooley called meeting to order at 6:00 pm

## PLEDGE

## ROLL CALL

Present – Pat Delorme, Bess Butler, Mike Mead, Tia Cooley

Absent – Karen Mallon

## PUBLIC COMMENT

None

## APPROVAL OF AGENDA

Motion by Mead to approve agenda with changes including adding recording secretary for Planning Commission under new business and Noise Ordinance Amendment under Old Business. Support: Cooley. All Ayes. Motion Carried

## APPROVAL OF MINUTES

Motion by Cooley to approve minutes with changes removing “Supervisor refused”, correct meeting start time, remove old Correspondence from prior minutes, spelling corrections to say “until” instead of “untiled” on page 3 and change “account” to “accountant”. Support: Mead. All Ayes. Motion Carried.

## CORRESPONDENCE

Noise Complaint, HARP is waiting until next Spring to start construction,

**ANNOUNCEMENTS**– .gov domain approved, ARPA funds received half, deadline for first report extended until April 2022.

## FINANCE

- Payables – Motion by Cooley to approve General Fund, Fire Operations with Fuel payment addition, and Fire Equipment with addition of Brush Truck Bill. Support: Mead. All Ayes. Motion Carried.
- Budget Amendments – Motion by Cooley to approved amendment to increase Treasurer Training budget by \$108. Support: DeLorme. All Ayes. Motion Carried.
- ARPA Funds –Treasurer has the GL account that will be used and will provide info to Clerk.

**REPORTS** – Treasurer (written), Clerk (written), Zoning Administrator (written), Fire Chief (written),

Commissioner – County did not approve funds for Animal Control, but will if needed.

Assessor –out no report

Park – no report

Planning Committee – Meeting on Oct 18<sup>th</sup> @ 6pm for Request to move to Class A

## NEW BUSINESS

- Park Maintenance Agreement with HARP - Ingemar discussed current status on Park and that no construction will begin until Spring. Pole Building has been sold. HARP has also established an Endowment fund to cover

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maintenance costs. Will need to revisit maintenance agreement in the future and also determine the proper payment and expense process between HARP and the Township.

- Post Audit Policy – Motion by Mead to approve the Post Audit Policy as presented. Supported by Cooley. All Ayes. Motion Carried.
- Coho Festival Trunk or Treat – Motion by Cooley to allow the Coho Committee to use the park for trunk or treat. Support: Mead. All Ayes. Motion carried.
- Liquor License Request – Motion by DeLorme to approve liquor license request presented from Fallen Timbers to be signed by Clerk. Support: Butler. All Ayes. Motion Carried.
- Emails – Supervisor will contact Clerk directly
- BSA Software – Quotes were provided for review. No decision to be made at this point.
- PC Recording Secretary – Motion by Cooley to allow Planning Commission to hire Recording Secretary at \$60 per meeting. Support: Butler. All Ayes. Motion Carried.

## OLD BUSINESS

- FOIA Coordinator – Motion by Cooley to hire Bess Butler as FOIA Coordinator at \$12.50/hr. Support: DeLorme. Ayes: Cooley, Mead, DeLorme. Abstain: Butler. Motion Carried.
- Motion to authorize credit card policy – Waiting for a resolution from the attorney's before we vote. Agreed to make the Clerk the authorized official and request cards for Clerk, Treasurer, and Fire Chief.
- Credit Card Application – Ready to submit, pending signatures from users and Clerk
- IT Service – Motion by DeLorme to hire Ablaze LLC. Support: Cooley. All Ayes. Motion Carried.
- Website Quote – Motion by Mead to approve quote provided by LIAA with Supervisor Signature. Support: DeLorme. All Ayes. Motion Carried.
- Audit Update – Motion by Cooley to hire Baird, Cotter, & Bishop to help complete the audit. Support Mead. All Ayes. Motion Carried.
- Litigation Policy – Motion by DeLorme to approve the litigation policy as presented. Support: Butler. All Ayes. Motion Carried.
- Noise Ordinance – Motion by Cooley to approve amended policy removing time limits. Supported: Mead. All Ayes. Motion Carried.

## PUBLIC COMMENT

Linda Kozak requested that new policies be posted on website along with correspondence. Also does not like the change to the noise ordinance and would like to see a survey and consider a decibel level.

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Kirk Jones also felt that the changes to the noise ordinance may not be in the Townships best interest because residents could file complaints all day long.

## **ADJOURNMENT**

Motion by Cooley to adjourn meeting at 7:46pm. Support: Mead. All Ayes. Motion Carried.

DRAFT